

CHIROPRACTIC GRADUATE STUDENTS INFORMATION AND INSTRUCTIONS

Before completing and submitting your application to our office, please read all materials and information included.

CONTENTS OF APPLICATION PACKET

This application packet should contain the following information:

Application For Chiropractic Graduate Student
Information and Instructions
Administrative Rules - 846 IAC 1-10 Graduate Students

A complete copy of the Statutes and Administrative Rules which pertain to the practice of chiropractic are available to download from the Agency's website at www.pla.IN.gov. If you would prefer to have a copy sent to you, please submit your request in writing with a fee of \$1.50 to the address listed below.

AGENCY ADDRESS/PHONE NUMBER

Indiana Professional Licensing Agency
ATTN: Indiana Board of Chiropractic Examiners
402 West Washington Street, Room W072
Indianapolis, Indiana 46204
Staff Phone: (317) 234-2054
FAX #: (317) 233-4236
Website: www.pla.IN.gov
Staff Email: pla8@pla.IN.gov

DEFINITIONS

"Graduate Student" means a student in the final year of course work at a chiropractic school or college.

"Supervisor" is a chiropractor licensed in the state of Indiana who acts as the direct supervisor and overseer of the educational process for the graduate student.

REQUIREMENTS FOR THE ISSUANCE OF A GRADUATE STUDENT PERMIT

The requirements for the issuance of a graduate student permit are as follows:

- Submission of an application completed by the graduate student and the supervisor which shall include the following information:
 - Name and license number of the supervisor.
 - Supervisor's practice location.
 - Beginning and ending dates of graduate program.
- Certification from the chiropractic school that the applicant is enrolled in the final year of course work by submission of an original school transcript or an original letter from the dean of the school.

DUTIES OF THE SUPERVISOR

The duties of the Supervisor are as follows:

- The supervisor of a graduate student shall hold an Indiana chiropractic license which is current and in good standing.
- A supervisor shall supervise no more than one (1) graduate student at any given time.
- The supervisor shall develop a training schedule in coordination with the school or college of chiropractic that will be followed by the graduate student throughout the education process.
- Chiropractors who supervise graduate students shall be exclusively responsible for the direct supervision of the graduate student.
- Upon successful completion of the educational program, the supervisor shall provide the Board with a letter stating the graduate student has completed a program from beginning date to ending date.

DUTIES OF A GRADUATE STUDENT

The duties of the Graduate Student are as follows:

- A graduate student shall not provide an independent diagnosis of a patient.
- A graduate student will be required to maintain a log of chiropractic procedures that shall be reviewed daily by the supervisor and shall be available for review by the Board at the Board's request.

CHIROPRACTIC LICENSURE APPLICATION REQUEST

If you wish to receive an application information regarding full licensure as a chiropractor, please do so by going to the Professional Licensing Agency website at www.pla.IN.gov to download the application, instructions and statute and rules.

If you would like to receive an application packet by mail, you may obtain one by contacting the Chiropractic Board at (317) 234-2054 or email us at pla8@pla.IN.gov or FAX us at (317) 233-4236. Please specify that you are requesting a Chiropractic application with your name and full mailing address. You may also request an application by writing to:

Indiana Professional Licensing Agency
ATTN: Indiana Board of Chiropractic Examiners
402 West Washington Street, Room W072
Indianapolis, Indiana 46204

THE FAIR INFORMATION PRACTICE ACT

In compliance with IC 4-1-6, this agency is notifying you that you must provide the requested information or your application will not be processed. You have the right to challenge, correct, or explain information maintained by this agency. The information you provide will become public record. Your examination scores and grad transcripts are confidential except in circumstances where their release is required by law, in which case you will be notified.

Your Social Security Number is being requested by this state agency in accordance with IC 4-1-8-1. Disclosure is mandatory, and this record cannot be processed without it.

INSTRUCTIONS

APPLICATION

Mail completed application to the Indiana Professional Licensing Agency at the following address:

Indiana Professional Licensing Agency
ATTN: Indiana Board of Chiropractic Examiners
402 West Washington Street, Room W072
Indianapolis, Indiana 46204

GRADUATE STUDENT

The graduate student must complete and sign the section marked "graduate student".

SUPERVISOR

The supervisor must complete and sign the section marked "supervisor".

CERTIFICATION FROM SCHOOL

Certification from the school that the applicant is enrolled in the final year of course work. Please have the school send an original transcript or an original letter from the dean of the school which shows that the applicant is enrolled in the final year of course work.

RULE 10. GRADUATE STUDENTS

846 IAC 1-10-1 Graduate students

Authority: IC 25-10-1-1.5

Affected: IC 25-10-1-14

Sec. 1. For the purposes of this rule, the following definitions apply:

(1) "Graduate student" means a student in the final year of course work at a chiropractic school or college provided by IC 25-10-1-2(a).

(2) "Supervisor" means a chiropractor licensed under IC 25-10 who will act as the direct supervisor and overseer of the educational process for the graduate student. (Board of Chiropractic Examiners; 846 IAC 1-10-1)

846 IAC 1-10-2 Applications of graduate students

Authority: IC 25-10-1-1.5

Affected: IC 25-10-1-14

Sec. 2. A graduate student shall submit the following information:

(1) certification from the school that the applicant is enrolled in the final year of coursework.

(2) an application approved by the board and provided by the bureau, including but not limited to, the following information:

(A) The location of practice of the supervisor;

(B) The proposed dates of practice by the graduate student;

(C) The name and license number of the supervisor.

846 IAC 1-10-3 Duties of graduate students

Authority: IC 25-10-1-1.5

Affected: IC 25-10-1-14

Sec. 3. (a) A graduate student shall not provide an independent diagnosis of a patient.

(b) A graduate student shall maintain a log of chiropractic procedures that shall be reviewed daily by the supervisor and shall be available for review by the board at the board's request. (Board of Chiropractic Examiners; 846 IAC 1-10-3)

846 IAC 1-10-4 Duties of supervisors

Authority: IC 25-10-1-1.5

Affected: IC 25-10-1-14

Sec. 4. (a) The supervisor of a graduate student shall hold an Indiana chiropractic license which is current and in good standing.

(b) A supervisor shall supervise no more than one (1) graduate student at any given time.

(c) The supervisor shall develop a training schedule in coordination with the school or college of chiropractic that will be followed by the graduate student throughout the educational process.

(d) Chiropractors who supervise graduate students shall be exclusively responsible for the direct supervision of the graduate students.

(e) Upon successful completion of the educational program, the supervisor shall provide the board with a letter stating that the graduate student has completed a program from beginning date to ending date. (Board of Chiropractic Examiners; 846 IAC 1-10-4. Filed Nov 15, 1990)

